Remote Education Policy

**Our Approach to Remote Education:
A Guide for our Students,
Parents and Carers**

January 2024

This briefing paper is designed to help us share relevant information with our students, parents and carers about how we provide remote education when it is not possible, or is contrary to government guidance, for some or all students to attend.

Remote education provision: information for our parents

This information is intended to provide clarity and transparency about what to expect from remote education in the event of school closures or restrictions on attendance.

The remote curriculum: what is taught to students at home

A student's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

What should my child expect from immediate remote education in the first day or two of school closure?

In the event of short notice and/or short term school closure, our aim will be to ensure that work is provided for students affected to be able to complete remotely; this would typically be set on Google Classroom and we would provide any necessary information on how to access this work on our website. This may not, depending on Government guidance, be part of our usual curriculum but we will endeavor to ensure that any work set is beneficial to students' learning.

What should my child expect in the event of a longer term school closure, will my child be taught broadly the same curriculum as they would if they were in school?

This is what we aim to do but it is not always as easy as that, especially in subjects of a practical nature or where content is more complex but our aim is to follow the same curriculum, as far as is possible and depending on Government guidance.

In the event of a longer-term school closure, we will aim to provide live and/or pre-recorded online teaching for students in line with our usual curriculum. There are occasions when the lesson may be pre-recorded rather than 'live' and where it may come in the form of resources, such as a work pack, rather than on-line.

Please let us know if you do not have access to suitable IT hardware to support remote education at home as we will aim to help. We cannot have children missing out on learning.

Remote Teaching and Study Time Each Day

How long can I expect work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take students the same number of hours each day as it would in school:

Our students (and their parents and carers)	Unless otherwise stated by teachers or on our website, attendance should be 100% for the full day, following a normal timetable. For live online lessons, registers will be taken and absence will be followed up. Education is too important to be left to chance. We expect full participation and full support from students and their parents / carers.

Accessing Remote Education

How will my child access any online remote education you are providing?

We use Google Classroom. In the event of the school providing live online provision, students need to be up and ready to start learning for 08:30am each morning and should log in to Google Classroom and go to the class that they would have first where there will be instructions from their teacher on what they need to do and how to join the live lesson (this is as simple as clicking on the link that will be there but there are full tutorials on our website on how to access and use Google Classroom if you need support).

We ask that all students keep their cameras and microphones switched off as they join these lessons for their own privacy but teachers will routinely ask students to contribute to lessons and they will switch their microphones on at these points to join and contribute to the lessons. There is also a written chat function at the side of the screen that students can use to ask questions to the teacher during the lesson.

There will be work set during the lesson of course and teachers will direct students as to where this should be completed. All resources for the lessons will be on Google Classroom and this should hopefully make it convenient and straightforward for students to access and organise their learning.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some students may not have suitable online access at home. We take the following approaches to support those students to access remote education:

Our Computer for Every Child programme has aimed to ensure that all students have the necessary IT hardware at home to access learning remotely.

- If students still have no access to a device to access online learning, they should either contact their Year Manager or their parents/carers should contact reception
- If students have no access to the internet at home, their parents/carers should contact reception

Engagement and Feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- There should be full attendance to all remote lessons following the normal school timetable, unless you are informed otherwise or your child is ill.
- We realise that this can be difficult for parents, but the more active encouragement, support and helpful routines you place on your child to ensure they not only attend all lessons but engage in them fully will help them and the school enormously.
- Your child should be ready to learn each day, dressed, fed and logged on to Google Classroom no later than 8.28am for an 8.30am start.
- Breaks, lunchtime and end of formal schooling will be at the same times as in a normal school day.

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

- Attendance registers will be taken in each on-line lesson
- Teachers will report, as they do in school, any incidents of none or poor-engagement. We rely on the maturity of students, their determination to miss out on nothing in their education and the support of parents
- Parents and carers will be contacted to help school solve any problems that may arise
- As part of our Curriculum Quality Cycle some remote lessons will be joined and observed by Curriculum Leaders and Senior Leaders

How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods of assessment, amongst many others. Our approach to feeding back on pupil work is as follows:

- There will be a mix of in-school and remote, formal and informal, and periodic and summative assessments.
- Students will receive feedback on a key piece of work at least every 2 weeks in Years 10 and 11 and at least every 3 weeks in Years 7, 8 and 9.
- Our normal termly testing (what we call T1, T2 etc) and planned Examinations (what we call E1 at KS3 and the PPEs – Pre-Public Examinations at KS4 will continue though the schedules for these may be amended.

Additional support for students with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some students, for example students with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those students in the following ways:

- We will provide a clear point of contact for parents/carers of SEND children to make it easier for you to communicate with us and receive support.
- Teachers will adapt their lessons and resources for SEND students just as they would do in school in line with students' LSPs and, where applicable, EHCPs.
- Teaching Assistants will continue to provide support to students in lessons and will also provide support for those students who are working in the school building.